

**REQUEST FOR QUALIFICATIONS (RFQ)**  
**RFQ 07-004**

The City of Houston intends to enter into contract with a professional engineer to provide engineering services for the project listed below. The work to be performed by the engineer under the proposed contract shall consist of Phase I, II and III professional engineering services per the city's standard design contract (available for reference at: [http://www.publicworks.cityofhouston.gov/documents/procedures/cip\\_projects/standard\\_engineering\\_services\\_contract.pdf](http://www.publicworks.cityofhouston.gov/documents/procedures/cip_projects/standard_engineering_services_contract.pdf))

To qualify for the selection, the submitting firm must have a professional engineer, registered in Texas, who can sign and seal the work to be performed under the contract. To be considered for evaluation, firms should submit a specific statement of qualifications (SOQ) for the project(s) below and may not submit more than one response to this RFQ or be subject to disqualification.

The submittal shall include a transmittal letter. Following the transmittal letter shall be a one-page letter from each sub-consulting firm proposed in the submittal indicating that firm's desire to be included and indicating a general statement of the scope of services that the sub-consultant will perform if the submitting firm is selected. A copy of the submitting firm's response to questionnaire pertaining to "conflict of interest" submitted to the City Secretary should also be included. Local Government Code Chapter 176 requires firms seeking to do business with the City of Houston ("City") to file a Conflict of Interest Questionnaire with the City Secretary. The Conflict of Interest Questionnaire is available for downloading on the Texas Ethics Commission's website at: <http://www.ethics.state.tx.us/forms/CIQ.pdf>. The completed Conflict of Interest Questionnaire will be posted on the City Secretary's website. A list of the City Local Government Officers is posted on the City Secretary's website. It is the submitting firm's responsibility to submit the latest version of the CIQ form as promulgated by the Texas Ethics Commission.

The length of submittal document shall not exceed 10 pages (single sided). The qualifications shall include:

- specific technical capabilities of the firm(s) for the project(s);
- prior demonstrated experience in accomplishing similar projects;
- demonstrated timeliness on similar projects;
- demonstrated ability to find cost saving/cost effective solutions;
- examples of effective services rendered during the construction phase of projects engineered by the firm;
- specific qualifications of employees intended to be assigned on the project(s);
- identification and qualifications of sub-consultants intended to be used on the project(s), and
- demonstrated ability to fulfill MWBE goals.

A committee appointed by the Director of Public Works will review the submittals and recommend the most highly qualified submitting firms for selection. The PWE-100 Form and previously completed engineer evaluations on file will be used along with the submittal document for evaluating each submitting firm's qualification.

A pre-submittal meeting will be held at 3:30PM on 16 June, 2006 in the George Brown Convention Center, Room 306, to discuss this and other solicitations. A firm may not have more than two (2) members at this meeting.

Deadline: Seven (7) copies of a letter of interest notifying the City of Houston of the provider's intent to be considered for these professional services, including qualifications and accompanying statements shall be addressed to the City of Houston, Department of Public Works and Engineering 611 Walker, 15<sup>th</sup> floor, Attention: Mr. Harish Jajoo, P.E. Houston, Texas 77002 and will be received until 2:00 p.m. (CST) by June 30, 2006. Any submissions received after this time will not be considered. Submit qualifications in a sealed envelope and clearly identify RFQ number and firm name on outside of the envelope.

**R-0265: Sims Bayou North WWTP Improvements**

- Project Location: KM 535
- General Scope: This project consists of the evaluation of the existing blowers and the air distribution system at the subject wastewater treatment plant and providing the recommendations for the upgrade. The scope of work is as follows:
  1. Evaluation of the existing blowers and the air distribution piping system and provide recommendations for upgrading the system for maximum efficiency and reliability.
  2. Recommendations for an automatic air control system with complete air flow meters, control valves, and DO analyzers.
  3. Evaluation of the existing motor control centers (MCCs) and provide recommendations for upgrading the MCCs and associated accessories.
- Anticipated City of Houston Milestones:
  - Initiation of Engineering: 3rd Quarter of FY'07
  - Commencement of Construction: 4th Quarter of FY'08